

**HORICON TOWN BOARD
ORGANIZATIONAL MEETING**

**JANUARY 3, 2019
3:00 PM**

Present at meeting Matt Simpson Supervisor
 Frank Hill Councilperson
 Kenneth Higgins Councilperson
 Robert Olson Councilperson
 Sylvia Smith Councilperson

Krista Wood Town Clerk
Also: None

Supervisor Simpson then opened the Organizational Meeting at 3:00 pm.

There was brief discussion regarding attendance of the appointees on the various Boards. The Town Board will send letters to all members of the various Boards outlining the Town Board’s expectations of them, including their attendance at meetings, along with a copy of their attendance record.

Supervisor Simpson said he will be appointing a new Deputy Supervisor for 2019 as he feels each of the Town Board members should have the opportunity to serve as Deputy. He thanked Councilperson Olson for his service as Deputy in 2018 and said he did a great job.

The Resolutions to organize the Town were then introduced.

Councilpersons Higgins and Hill introduced Resolutions 1-16 and 18-27 and moved their adoption, (Councilwoman Smith asked to vote separately on Resolution #17-2019)

Ayes: 5 (Higgins, Hill, Olson, Smith, Simpson) Nays: 0 :

RESOLUTION NO. 1-2019

RESOLUTION DESIGNATING COMMITTEES FOR 2019

RESOLVED, that Supervisor Matt Simpson does hereby appoint the following Committees for 2019, first name being the Chairman:

- RECYCLING & TRANSFER STATION..... OLSON & HIGGINS

- FINANCE, INSURANCE, PERSONNEL,
ELECTIONS & LEGISLATIVE..... SMITH & OLSON

- FACILITIES, GROUNDS, PUBLICITY, OCCUPANCY TAX,
BEAUTIFICATION, CABLE..... SMITH & HILL

- HIGHWAY, TRAFFIC SAFETY, STREET
LIGHTS, LAKE AFFAIRS, DAM..... HILL & OLSON

- FIRE & AMBULANCE..... OLSON & SMITH

- CEMETERY & LIBRARY..... SMITH & HILL

- RECREATION (YOUTH & SENIORS),
HEALTH, INSECT CONTROL..... HIGGINS & HILL

- PLANNING, COMMUNITY/ECONOMIC
DEVELOPMENT, ZONING, REAL PROPERTY
ASSESSMENT, DATA PROCESSING..... OLSON & HIGGINS

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SCHROON LAKE COMMITTEE	Olson, Hill, B. McGhie, Rich Nawrot
BRANT LAKE COMMITTEE	Higgins, Olson, Jayne Wynne
STARBUCKVILLE DAM COMMITTEE.....	Hill, Higgins, Albert Maday

RESOLUTION NO. 2-2019

RESOLUTION DESIGNATING SALARIES FOR 2019

RESOLVED, that effective January 1, 2019 the following shall be the salary and compensation for the Town of Horicon:

Supervisor	Matt Simpson	\$ 33,067.00
Budget Officer	Matt Simpson	\$ 2,500.00
Town Clerk/Tax Collector	Krista Wood	\$ 42,876.00
Town Council	Frank Hill	\$ 5,581.25
	Kenneth Higgins	\$ 5,581.25
	Robert Olson	\$ 5,581.25
	Sylvia Smith	\$ 5,581.25
Town Justice	Kevin Kilcullen	\$ 12,266.00
Hwy. Supt.	Darian Granger	\$ 51,048.00
Sole Assessor	Christine Hayes	\$ 61,211.00
Dog Control	Darian Granger	\$ 4,631.00
Historian	Colleen Murtagh	\$ 1,500.00
Chairman ZBA & Planning Boards		\$ 750.00
Health Officer	Lynn Keil	\$ 1,000.00
Zoning Officer	James Steen	\$ 21,904.00
Bookkeeper	Patty Monahan	\$ 14,298.00

Hourly Wages:

Superv. Secr.	\$ 19.92	Justice Clerk	\$ 15.76	Assessor Clerk	\$ 13.11
Bd of Review	\$267.00	Cleaning Cust	\$ 16.96	Library Clerk	\$ 15.01
Library Sub	\$ 13.40	Museum Sec	\$ 14.98	Lifeguard	\$ 13.80
PB Mtgs	\$ 25.00	ZBA Mtgs	\$ 25.00	Zoning/Planning Sec.	\$ 13.51
Landfill Attendant	\$ 14.71	Landfill Helper	\$ 14.27	Recycle P/T	\$ 13.99
Beautification	\$ 16.40	Beautif. Helper	\$ 12.02	Boat Launch Stewards	\$ 12.00
Wingman	\$ 17.14				
T. Meade	\$ 23.46	J. Baker	\$ 23.36	B. Donahue	\$ 23.76
M. Younes	\$ 23.16	A. D'Angelico	\$ 22.75	J. Mueller	\$ 21.42
R. Otruba	\$ 22.42	T. Donahue	\$ 22.75	J. Onjack	\$ 19.52

RESOLUTION NO. 3-2019

RESOLUTION DESIGNATING OFFICIAL BANKS

RESOLVED, that Glens Falls National Bank is designated to be the official bank to deposit the Town of Horicon's monies during 2019.

RESOLUTION NO. 4-2019

RESOLUTION DESIGNATING TOWN NEWSPAPERS

RESOLVED, that the Glens Falls Post Star shall be used for all legal notices of the Town of Horicon, BE IT FURTHER

RESOLVED, that the Adirondack Journal will be used for all other notices and advertising not considered to be a "legal notice".

RESOLUTION NO. 5-2019

RESOLUTION DESIGNATING MILEAGE ALLOWANCE

RESOLVED, that Town Officials be compensated at 58 cents per mile for use of their personal vehicles in the performance of their official duties in 2019. This mileage rate follows the IRS standard mileage.

RESOLUTION NO. 6-2019

RESOLUTION SETTING DATE OF MONTHLY MEETINGS

RESOLVED, that the Town Board of the Town of Horicon shall hold its monthly meeting on the third Thursday of each month at 7:00 PM at the Horicon Community Center.

RESOLUTION NO. 7-2019

RESOLUTION AUTHORIZING SUPERVISOR TO SEND REPORT

RESOLVED, that the Supervisor shall submit to the Town Clerk and to the State Comptroller, a copy of the Annual Report for 2018 no later than 60 days after the close of the year.

RESOLUTION NO. 8-2019

RESOLUTION TO RE-APPOINT TOWN HISTORIAN

RESOLVED, that Colleen Murtagh is re-appointed to serve as Town Historian for 2019 at a salary of \$1,500.00.

RESOLUTION NO. 9-2019

RESOLUTION AUTHORIZING HIGHWAY SUPERINTENDENT TO EXPEND AMOUNTS UNDER \$1,000.00

RESOLVED, that the Highway Superintendent be authorized to expend under \$1,000.00 per item for repairs. Any other expenditure shall be reviewed by the Highway Committee.

RESOLUTION NO. 10-2019

RESOLUTION TO RE-APPOINT DOG CONTROL OFFICER

RESOLVED, that the Town Board does hereby re-appoint Darian Granger to serve as Dog Control Officer for the Town of Horicon for 2019. Annual salary is \$4,631.00.

RESOLUTION NO. 11-2019

RESOLUTION AUTHORIZING SUPERVISOR TO PURCHASE CERTIFICATE OF DEPOSITS WITH SURPLUS MONEY

RESOLVED, that the Supervisor is hereby authorized to place surplus monies in legal deposits, at the highest available interest for the Town of Horicon.

RESOLUTION NO. 12-2019

RESOLUTION TO ADOPT PROCUREMENT POLICY AND PROCEDURES PURSUANT TO S104B OF THE GENERAL MUNICIPAL LAW

WHEREAS, the Town of Horicon adopted a Procurement Policy in Resolution 65 of 2014, AND WHEREAS, this policy needs to be reviewed and adopted each year, NOW, THEREFORE BE IT RESOLVED, that the Town Board hereby adopts the Procurement Policy and Procedures Pursuant to S104B of the General Municipal Law.

RESOLUTION NO. 13-2019

RESOLUTION TO ADOPT INVESTMENT POLICY FOR TOWN

WHEREAS, the Town of Horicon adopted an Investment Policy in January 1988, AND WHEREAS, this policy is reviewed and adopted each year, NOW, THEREFORE BE IT

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RESOLVED, that the Town Board of the Town of Horicon, hereby adopts the Investment Policy enacted in Resolution 21 of 1988. Banks used by the Town of Horicon are named in Resolution 3 at every Organization Meeting.

RESOLUTION NO. 14-2019

RESOLUTION ESTABLISHING BONDING FOR TOWN OF HORICON EMPLOYEES FOR THE YEAR 2019

WHEREAS, under Sec. 25 of Town Law, the Town Board is required to set the amounts of a Blanket Bond for Town Officers & Employees by Resolution, AND

WHEREAS, the Town of Horicon is insured for bonding of all its employees, NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Horicon establishes the following limits of insurance:

Public Employee dishonesty bond-per employee \$10,000.00

Additional indemnity-specified positions

Town Supervisor \$ 30,000.00

Deputy Supervisor \$ 30,000.00

Town Clerk \$ 30,000.00

Tax Collector \$310,000.00

Public Officials Liability Policy: Provides coverage for "errors or omissions" for which public officials are found liable:

Each Claim Limit \$1,000,000.00

Annual Aggregate \$1,000,000.00

BE IT FURTHER RESOLVED, that the Town Clerk of the Town of Horicon is hereby instructed to file a copy of this Resolution with the Warren County Clerk.

RESOLUTION NO. 15-2019

RESOLUTION RE-APPOINTING TOWN COUNSELOR

RESOLVED, that Mark Schachner, Esq. is hereby re-appointed as Town Counsel for the Town of Horicon. Counselor Schachner shall be compensated on an hourly basis of \$210.00.

RESOLUTION NO. 16-2019

RESOLUTION APPOINTING SUPERVISOR'S SECRETARY

RESOLVED, that Supervisor Simpson does hereby appoint, with Town Board approval, Dawn Higgins as Secretary to the Supervisor at an hourly wage of \$19.92 per hour for a 40-hour week.

RESOLUTION NO. 17-2019

Councilperson Higgins and Councilperson Hill introduced Res. No. 17 and moved its adoption:

RESOLUTION APPOINTING DEPUTY SUPERVISOR

RESOLVED, that Supervisor Simpson does hereby appoint Councilwoman Sylvia Smith to serve as Deputy Supervisor for the Town of Horicon for the year 2019.

Ayes: 4 (Higgins, Hill, Olson, Simpson) Abstain: 1 (Smith) Nays: 0

RESOLUTION NO. 18-2019

RESOLUTION TO RE-APPOINT ZONING OFFICER

RESOLVED, that the Town Board does hereby re-appoint James Steen to serve as Zoning Officer for the Town of Horicon for 2019 at the annual salary of \$21,904.00.

RESOLUTION NO. 19-2019

RESOLUTION TO RE-APPOINT ZONING BOARD OF APPEALS MEMBER SCOTT OLSON

RESOLVED, that the Town Board does hereby wish to re-appoint Scott Olson to a five-year term on the Town of Horicon Zoning Board of Appeals to commence January 1, 2019 and expire on December 31, 2023.

RESOLUTION NO. 20-2019

RESOLUTION TO RE-APPOINT PLANNING BOARD MEMBER DAN FREEBERN

RESOLVED, that the Town Board does hereby wish to re-appoint Dan Freebern to a five-year term on the Town of Horicon Planning Board to commence January 1, 2019 and expire on December 31, 2023.

RESOLUTION NO. 21-2019

RESOLUTION TO APPOINT ZONING BOARD OF APPEALS CHAIRMAN

RESOLVED, that the Town Board does hereby re-appoint Cheryl Erickson as Chair of the Zoning Board of Appeals for a one-year term expiring December 31, 2019 at an annual salary of \$750.00.

RESOLUTION NO. 22-2019

RESOLUTION TO RE-APPOINT PLANNING BOARD CHAIRMAN

RESOLVED, that the Town Board does hereby re-appoint William McGhie as Chair of the Planning Board for a one-year term expiring December 31, 2019 at an annual salary of \$750.00.

RESOLUTION NO. 23-2019

RESOLUTION TO RE-APPOINT BOARD OF ETHICS MEMBER

RESOLVED, that the Town Board of the Town of Horicon does hereby re-appoint Jason Willette to a five-year term on the Town of Horicon Board of Ethics to commence January 1, 2019 and expire on December 31, 2023.

RESOLUTION NO. 24-2019

RESOLUTION TO RE-APPOINT BOARD OF ETHICS ALTERNATE MEMBER

RESOLVED, that the Town Board of the Town of Horicon does hereby re-appoint Mary Paton to a five-year term as alternate member on the Town of Horicon Board of Ethics to commence January 1, 2019 and expire on December 31, 2023.

RESOLUTION NO. 25-2019

RESOLUTION TO RE-APPOINT ALBERT MADAY AS SLPD COMMISSIONER

Resolved, that the Town Board of the Town of Horicon does hereby wish to re-appoint Albert Maday to a three-year term as Schroon Lake Park District Commissioner to commence January 1, 2019 and expire on December 31, 2021.

RESOLUTION NO. 26-2019

RESOLUTION TO RE-APPOINT NWEMS REPRESENTATIVE

RESOLVED, that the Town Board of the Town of Horicon does hereby re-appoint Robert French as the Horicon representative to the North Warren Emergency Squad Board of Directors for a period of one year ending December 31, 2019.

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RESOLUTION NO. 27-2019

RESOLUTION TO RE-APPOINT NWEMS ALTERNATE REPRESENTATIVE

RESOLVED, that the Town Board of the Town of Horicon does hereby re-appoint Gary Frenz as the alternate Horicon representative to the North Warren Emergency Squad Board of Directors for a period of one year ending December 31, 2019.

Other Business...

RESOLUTION NO. 28-2019

Councilperson Higgins and Councilperson Smith introduced Res. No. 28 and moved its adoption:

**RESOLUTION TO AUTHORIZE ATTENDANCE AT SARATOGA COUNTY PLANNING AND ZONING
CONFERENCE**

RESOLVED, that the Town Board does hereby authorize the seven interested members of the Planning Board and Zoning Board, and Town Councilperson Bob Olson to attend the Saratoga County Planning and Zoning Conference. The Conference is being held in Saratoga Springs on Wednesday, February 6, 2019. The cost is \$70 per person plus reimbursement of mileage.

Ayes: 5 (Higgins, Hill, Olson, Smith, Simpson) Nays: 0 :

There being no further business, the meeting was adjourned at 3:11 PM by MOTION of Councilperson Higgins and Councilperson Olson, all Ayes.

Respectfully submitted:

Town Clerk